



## Invitation to Bid HNS 18-47

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>6930 Pin Oak Court ( Code ) SAFE HOME CHARLOTTE</b>	
Bid Walk: <b>03/29/18 at 11:00 am ( THURSDAY )</b>	
Bid Opening: <b>04/05/18 at 2:00 pm ( THURSDAY )</b>	
Client Name:	Contact Number:
Project Manager: James Mahon	Contact Number: 704-614-6655

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at James Mahon (cell # 704-614-6655).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **6930 Pin Oak Court** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: MARCH 06,2018 Number of Pages: 10 ( REHAB ONLY)

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

**Project Schedule:** *Minimum Start Date - 4 weeks after Bid Due Date*

**Completion Deadline:** XXXXXXXXXXXX , 2018

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



## **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

James Mahon  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 432-2321  
Fax: (704) 336-3489

# Work Specification

Response Due: 4/5/2018 2:00 PM

Prepared By:  
City of Charlotte Housing & Neighborhood Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address:	6930 Pin Oak Ct Charlotte, NC 28226	Owner:	Thomasina Maxwell
Structure Type:	Single Unit	Owner Phone:	Home: (704) 697-8009
Square Feet:	1424	Program(s):	Under Code Enforcement Safe Home FY19 Pre-Approved
Year Built:	1983		
Property Value:	149300		
Tax Parcel:	22136125		
Census Tract:			
Property Zone:	Council District 7		

## Repairs

### Description

#### Vinyl Window

<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
	EXTERIOR	Exterior

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW-E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. (17)



Bid Cost:	X	=
Base	Quantity	Total Cost

DMA<sup>1</sup>  
3/6/18

# Work Specification

## Tear Off & Reroof Shingles

EXTERIOR

Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Seamless Aluminum Gutter & Downspouts - Install

EXTERIOR

Exterior

Install K- type .027 gauge seamless aluminum gutter to service roof with sufficient pitch to downspouts. White or brown color choice by owner.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Prep & Paint Exterior Surfaces

EXTERIOR

Exterior

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Ceiling Fan with Light Kit

LIVING ROOM

Exterior

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps. Include ceiling fan mounting box.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

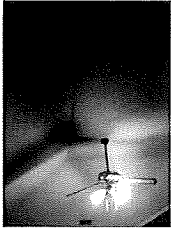
# Work Specification

## Ceiling Repair

LIVING ROOM

Exterior

Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth.

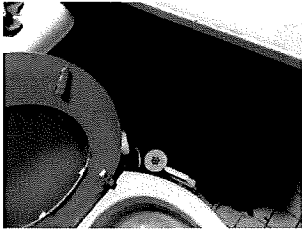


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Vanity/ Counter Top/ Sink

BATHROOM - MAIN

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Vanity medicine cabinet/mirror to remain.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Drywall Entire Room

BATHROOM - MAIN

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint. (Also 26.0 - Plaster)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Bath Mirror

BATHROOM - MAIN

Install mirror sized at the width of vanity by 36" high. Use adhesive manufactured for this purpose and apply to sound backing.



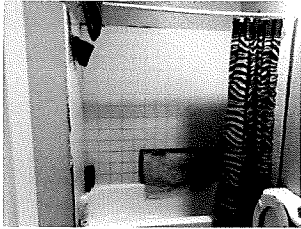
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Fiberglass Bathtub and Shower Surround

## BATHROOM - MAIN

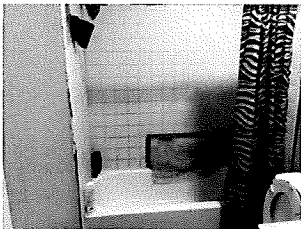
Install a 5' white Swan or equivalent 3-piece, fiberglass bathtub and surround. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Ceramic Tile Repair-Removal

## BATHROOM - MAIN



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Ceramic Tile Install

## BATHROOM - MAIN

Install ceramic tile previously removed for floor system replacement using ceramic tile that matches existing per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Semi Gloss

## BATHROOM- MASTER

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



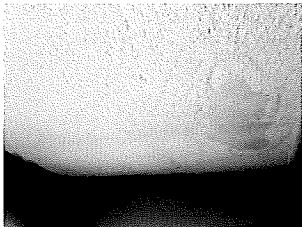
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Drywall Entire Room

## BATHROOM- MASTER

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint. (Also 26.0 - Plaster)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Light Fixture Replace

## BATHROOM- MASTER

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.

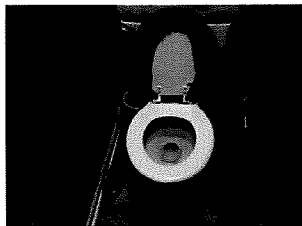


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## 17" Height Commode Replace

## BATHROOM- MASTER

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Fiberglass Bathtub and Shower Surround

## BATHROOM- MASTER

Install a 5' white Swan or equivalent 3-piece, fiberglass bathtub and surround. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain.

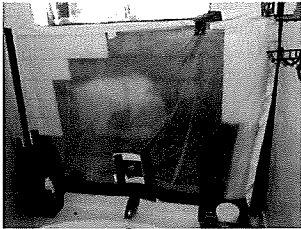


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$



# Work Specification

## Ceramic Tile Repair-Removal



## BATHROOM- MASTER

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Vanity/ Counter Top/ Sink

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Vanity medicine cabinet/mirror to remain.



## BATHROOM- MASTER

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Bath Exhaust Fan Replace

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out.



## BATHROOM- MASTER

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Wallpaper Removal

Remove existing wallpaper to a clean wall surface ready for primer and paint. Include a thin skim coating of lightweight joint compound sanded and smoothed if needed.



## BATHROOM- MASTER

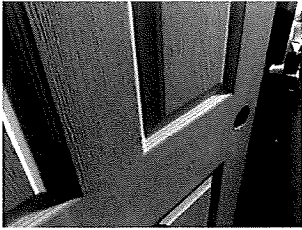
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Prehung Door Interior

## BEDROOM 2

Install a 1- 3/8" prehung, door including casing both sides and lockset. Match existing style and finish.

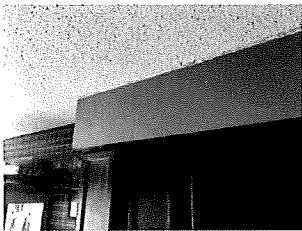


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Prep & Paint Room Semi Gloss

## KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Cabinets Base

## KITCHEN

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Counter Tops Replace

## KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture. (32.10)



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Double Bowl Sink Complete

### KITCHEN

Install a 18 gauge 33" x 22" x 9" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

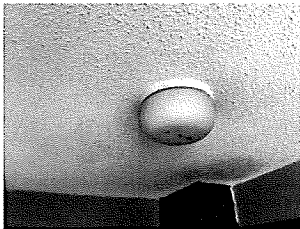


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Light Fixture Replace

### KITCHEN

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.

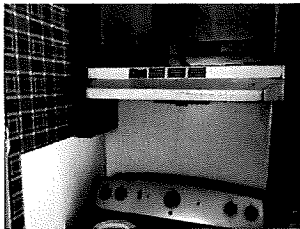


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Range Hood Exterior Vented

### KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Resilient Flooring

### KITCHEN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



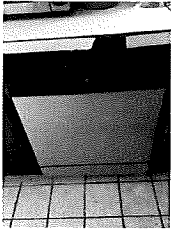
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Electrical Scope

## KITCHEN

See attached scope. Correct both required and recommended repairs.  
Install dedicated line for Dish washer unit to code



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Permits Required

## GEN REQ

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Dumpster

## GEN REQ

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Portable Toilet

## GEN REQ

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Exterminate Insects

## GEN REQ

Exterminate for insects. Include a one year warranty. All extermination shall be performed by a licensed contractor.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Exterminate Termites

## GEN REQ

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Smoke Detector Hard Wired

GEN REQ

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Combination CO / Smoke Detector Hard Wired

GEN REQ

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Electric Service 200 AMP

GEN REQ

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Replace Receptacles, Switches, and Plates

GEN REQ

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_